

How to Self-enroll in an APHC Blackboard Course

1. VERY IMPORTANT! CLEAR YOUR CACHE

-Go into “Tools” then “Internet Options”

-delete history and cookies,

-then under Browsing History select “Settings” then click “View Files” select all and then hit the Delete Key. That deletes all stored cookies.

-Then click the content tab and clear ssl slate (you may need to refresh your browser-depending on which version of IE you have, and you may need to clear cache more than once)

2. Visit the PHC Blackboard site. <https://aiph-dohs.elic.learn.army.mil>

3. Login with your CAC (or use your current AKO username/password)

4. Locate and click on the dark red “ARMY PUBLIC HEALTH CENTER COURSES” link. Select the course catalog.

5. Select the course catalog.

6. Use a short search word, and select “search entire catalog”.

7. Scroll down until you see the class.

8. Hover your mouse over the class and it will turn peach/pink and display a grey drop down arrow.

9. Click the grey arrow and select enroll.

10. The link will be listed in your MY COURSES area now and you can begin

Start by visiting the Army Public Health Center Blackboard Learn website



← → ↻ 🏠  <https://aiph-dohs.ellc.learn.army.mil/>

Start by visiting the Army Public Health Center Blackboard Learn website

The screenshot shows a web browser window with the URL <https://aiph-dohs.ellc.learn.army.mil/webapps/portal/execute/tab/tabActiontab?>. The page header includes the Army Public Health Center logo and a navigation menu with items: PHC Home, Army Learning, Courses, Content Collection, Organizations, Admin, and Domain Admin. Below the header is a secondary navigation bar with 'Add Module' and 'Module Administrator'.

The main content area is divided into three columns:

- ALCON System Notice:** A red notice regarding ATSC-ELLC ALCON SYSTEM BLACKBOARD NOTICE, mentioning tentative maintenance service outages on 17 JANUARY 2017 (1800-2300).
- Army Public Health Notices & Alerts:** A section titled 'ARMY PUBLIC HEALTH CENTER COURSES' with a link to the catalog. Below this is a graphic titled 'How to Enroll (applies to all courses)' with a list of steps:
 - o <https://aiph-dohs.ellc.learn.army.mil>
 - o Search Catalog
 - o Highlight with mouse
 - o Select drop down arrow that says enroll
 - o Submit enrollment
 - o Look for course in "My Courses"
- My Announcements:** A section stating that no institution announcements have been posted in the last 7 days.
- My Courses:** A section listing courses where the user is an instructor, including '124 (move this course) HVAC Components & Contr (not currently available)' and '124 Not ready- IH Assessment Statistics'.

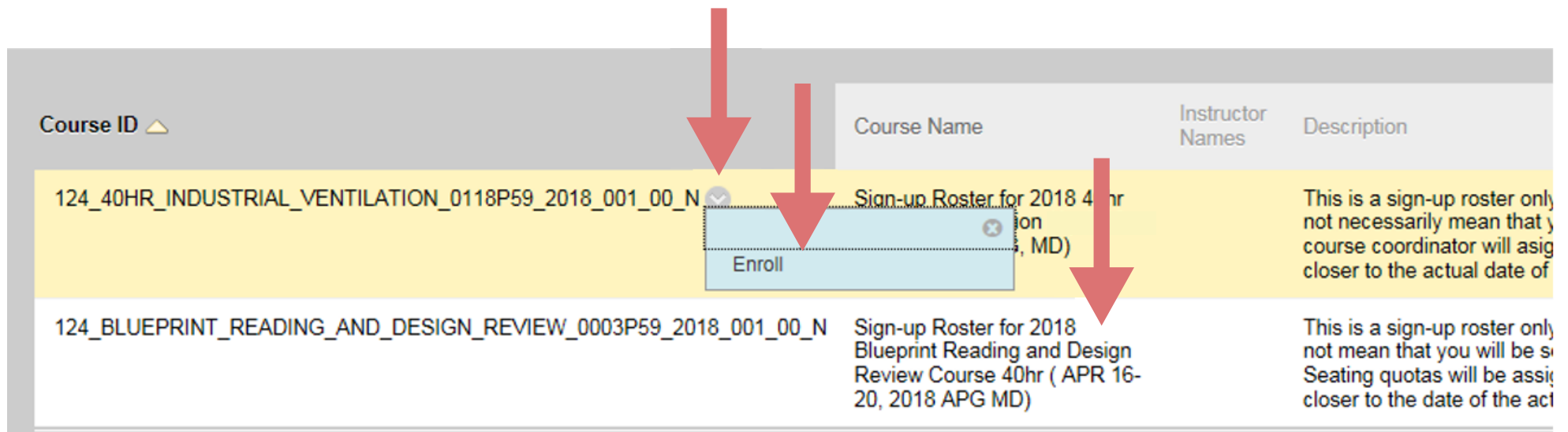
Type a short simple search word and select “entire catalog”

Browse Course Catalog

Search Catalog

Course AND Creation Date Search this Category Search Entire Catalog

Hover mouse over course, click grey drop down, select ENROLL (course names are in the CENTER column!)



The image shows a table with the following columns: Course ID, Course Name, Instructor Names, and Description. The first row is highlighted in yellow and contains the course ID '124_40HR_INDUSTRIAL_VENTILATION_0118P59_2018_001_00_N', the course name 'Sign-up Roster for 2018 4 hr', and a description. A grey dropdown menu is open over the first row, showing the 'Enroll' option. Red arrows point to the dropdown arrow, the 'Enroll' option, and the course name.

Course ID ▲	Course Name	Instructor Names	Description
124_40HR_INDUSTRIAL_VENTILATION_0118P59_2018_001_00_N	Sign-up Roster for 2018 4 hr		This is a sign-up roster only not necessarily mean that y course coordinator will assign closer to the actual date of
124_BLUEPRINT_READING_AND_DESIGN_REVIEW_0003P59_2018_001_00_N	Sign-up Roster for 2018 Blueprint Reading and Design Review Course 40hr (APR 16-20, 2018 APG MD)		This is a sign-up roster only not mean that you will be si Seating quotas will be assign closer to the date of the act

Find links to course enrollments at “My Courses” area.
Select and click course link to enter

The screenshot shows a web portal interface with a dark blue header containing the text "Module Administrator" and "Person". Below the header, there are several content areas:

- Public Health Center Notices & Alerts:** Contains a link for "PUBLIC HEALTH CENTER COURSES" with the text "(<<-TO ACCESS/SEARCH (CLICK HERE))".
- How to Enroll:** A section with green text stating "How to Enroll (applies to all courses)" and a URL "http://aiph-dohs.elic.learn.army.mil". It includes instructions: "Click on Catalog", "Click on the drop-down arrow that says enroll", and "Click on enrollment for course in 'My Courses'". A red circle highlights a link in the browser's address bar.
- My Announcements:** A section with a downward arrow icon and the text "No Institution Announcements have been posted in the last 7 days." and "No Course or Organization Announcements have been posted in the last 7 days." A red arrow points from this section down to the "My Courses" section.
- My Courses:** A section with a downward arrow icon and the text "Courses you are: Instructor". It lists several courses with IDs: "124 (course) HVAC Components & Contr", "124 ready- IH Assessment Statistics", and "13th Annual DoD Industrial Hygiene (IH) Forums". A red arrow points from the "My Announcements" section down to the "My Courses" section.